

APPENDIX C
TAB 4

Hurricane Action Checklist

CONSTRUCTION DIVISION

Action
DTG & Initials

1. PHASE O (Pre-Hurricane Season)
 - a. Review CESAS Plan 500-1-9 and provide update to CESAS-EM NLT 1 May yearly.
 - b. Update list of EOC personnel and provide a copy to CESAS-EM NLT 1 May yearly.
2. PHASE I (72 hours before landfall)
 - a. Normal day-to-day operations.
 - b. Review plans relevant to emergency response.
3. PHASE II (48 hours before landfall)
 - a. Ensure that field forces and contractors are properly informed of flood forecast and impending severe weather conditions.
 - b. Maintain a list with location of Government-owned equipment which could be used in emergency situations.
 - c. Prepare a list of construction contractors performing work in Savannah area.

d. Furnish the names of Chief, Construction Division, Alternate Chief, Construction Division, and supporting staff for the telephone numbers and home addresses.

e. Provide names and location of personnel to perform Preliminary Damage Assessments. _____

4. PHASE III (24 hours before landfall)

a. Ensure that field forces are properly informed of flood forecast and impending severe weather conditions.

b. Release personnel from duty as directed by the Commander or by his authorized representative.

c. Review actions required in Phase II.

d. Provide representative for CMT if directed.

5. PHASE IV (12 hours before landfall)

Essential personnel are on standby for work assignment. Others seek safe shelter.

6. PHASE V (Hurricane force winds are striking the Georgia coast.)

Support EOC operations as required.

7. RECOVERY OPERATIONS

a. Confirm safety status of assigned personnel. _____

b. Coordinate all activities through EOC _____

- c. Furnish support personnel as required.
 - d. Prepare damage surveys to Government property and compile reports from other elements.
 - e. Furnish equipment and personnel and supportive emergency repair and restoration of Government property.
 - f. Administer, supervise, and inspect contracts and work performed by contractors in support of the emergency.
 - g. Prepare list of available personnel. Provide EOC a copy.
 - h. Prepare list of available equipment and its location. Provide EOC a copy.
 - i. Provide EOC with daily updates for inclusion in SITREP.
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